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SECURITY INFORMATION

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MEMORANDUM

21 February 1952

FOR : Deputy Director of Training (General)

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report, Period 18 - 21 February 1952

I. Completed Projects



None

II. Projects in Process1. 

2. Project 52-6, The Personnel Pool. Completed and submitted the first draft staff study on the Personnel Pool which was discussed in the staff meeting on 18 February. The D/TR raised major and substantial points which are now being incorporated into the original paper with a dead line of 0830 hours on 25 February.

3. Project 52-9, Training for Employee Evaluation. Previewed eight training films on various problems involving supervision which might be used in a course on the training of supervisors. Ordered several books on supervision from the CIA library. Have made an appointment for 21 February with the Director of Civilian Training, Department of the Navy, to discuss supervisor training programs which they have in operation.

III. Newly Assigned Projects

1. Project 52-11, Special Weapons Orientation Course. Major Mills, Air Force project officer, informed  that CIA could be assigned a quota to attend the course if desired.  obtained further information about the course directly from Major Mills at the Pentagon. He asked that the

JOB NO. _____ FILE NO. _____ DOC NO. 44 NO CHANGE
IN CLASS. DECLASS. CLASS CHANGED TO: TS SECRET. JUST. 22
NEXT REV DATE 10 REV DATE 29/11/1952 PREVIEWER 26/11/1952
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REV CLASS C REV COORD. _____ AUTH. HB 102

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CIA total requirement for 1952 be submitted by Thursday. An outline of the course, listing objective, scope, etc. was hand carried to the various TLO's. Replies on office requirements for attendance to the course were requested by Thursday noon.

IV. Projects in Suspense

1. Project 51-3, Summer Seminar on the Near East.
2. Project 51-6, Survey of Non O/TR Training Activities.
3. Project 51-7, Professional Administrative Officer Training Program.
4. Project 51-9, A National Intelligence Course.
5. Project 51-10, Intermediate Intelligence Course.
6. Project 51-11, Basic Intelligence Course.
7. Project 51-13, Register of Training Activities. Work on this project has been temporarily delayed due to the illness of Mr. 
8. Project 51-14, Cable Preparation Course.
9. Project 51-20, Administrative Support to Field Training Operations.
10. Project 51-21, Area and Language Specialists.
11. Project 51-22, Wartime Role of CIA as it Relates to Mission of O/TR.
12. Project 51-26, 
13. Project 52-3, Training Office Section of CIA History.
14. Project 52-4, A Bill for Training Federal Civilian Officers and Employees.
15. Project 52-5, CIA Employee Improvement.
16. Project 52-8, National Security Presentations.

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